

BALTIMORE COUNTY, BOARD OF EDUCATION

DIVISION OF INSTRUCTION - BUSINESS EDUCATION
(Adult Education) ✓

x

1. TEACHERS' APPLICATIONS

Size: 8½" x 11"

Dates: 1950 - -

Quantity: 1 file drawer

File Arrangement: Alphabetical by name

Teachers' Applications for position in the adult education program give the date, the name, address, marital status, age and race of the teacher, the schools and colleges attended, teaching and practical experience, subjects selected for teaching, names of references, assignment of school and subject, and the signature of the Adult Education Supervisor. The information contained in these applications is not sufficiently detailed to warrant permanent retention, or microfilming as in the case of Teachers' Folders.

RECOMMENDATION: RETAIN FOR THREE YEARS AFTER RESIGNATION OR SEPARATION FROM THE COUNTY EDUCATION PROGRAM, AND THEN DESTROY.